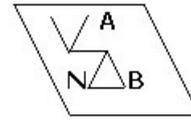




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QUARTERLY REPORT OCTOBER 1 – DECEMBER 31, 2007 OKAVANGO INTEGRATED RIVER BASIN MANAGEMENT PROJECT (IRBM)

15 January 2008

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ACRONYMS AND ABBREVIATIONS

ARD	ARD, Inc.
EPSMO	UNDP-GEF Environmental Protection and Sustainable Management of the Okavango River Basin Project
GEF	Global Environment Facility
GOB	Government of Botswana
IRBM	Okavango Integrated River Basin Management Project
KAZA	Kavango-Zambezi Transfrontier Conservation Area
MINEA	Ministry of Energy and Water, Angola
MINUA	Ministry of Urban Planning and Environment, Angola
MOU	Memorandum of Understanding
NBSAP	National Biodiversity Strategy and Action Plan – Angola
NGO	Nongovernmental Organization
OBSC	Okavango Basin Steering Committee
ODMP	Okavango Delta Management Plan
OKACOM	Permanent Okavango River Basin Water Commission
Sida	Swedish International Development Cooperation Agency
SADC	Southern Africa Development Community
TFCA	Tropical Forest Conservation Act
UNDP	United Nations Development Program
USAID	United States Agency for International Development
WVI	World Vision International
WWW	World Water Week

**Okavango Integrated River Basin Management
Quarterly Report
(October 1 – December 31, 2007)**

MILESTONES PLANNED FOR THE QUARTER AND PRESENT STATUS:

COMPONENT I	
Milestone	Status
Establish OKACOM Secretariat	
<p>Work Plan Milestone: Facilitate the Establishment of the Permanent Secretariat Office in Maun</p> <p>Last Quarter Milestone: During the first quarter of Project Year 4, the office in Maun will be renovated, IT equipment installed and administrative and financial procedures instituted to further the establishment of the Secretariat in Maun. (Target: December 10 2007)</p>	<ul style="list-style-type: none"> ▪ Awarded contract for renovation of the Secretariat Office in Maun. With the OKACOM Executive Secretary, reviewed plans for renovations and finalized budget for Sida consideration. The renovations are scheduled to be completed mid-January 2008. ▪ Specifications on information technology (IT) system have been agreed on. Estimates for installation of IT system at OKACOM Secretariat office completed. ▪ Commenced the process for the procurement of a vehicle for the OKACOM Secretariat by facilitating the listing of the OKACOM Secretariat as an organization exempt from import taxes as per the Host Country Agreement, and, also by identifying three vendors that can supply the vehicle. ▪ Finalized lease that was signed by GOB and landlord in August. ▪ USAID transferred furniture from USAID Southern Africa to IRBM for handing over to Secretariat. ▪ Identified additional equipment (air conditioners) for transfer to Secretariat. ▪
<p>Work Plan Milestone: Finalize the preparation of the financial strategy and system for Secretariat. This effort will be closely coordinated with Sida and collaborated with OKACOM. (Target: December 15 2007)</p>	<ul style="list-style-type: none"> ▪ KPMG contracted to provide interim financial management services to the OKACOM Secretariat. ▪ KPMG developed a financial management system for the OKACOM Secretariat and provided financial reports. ▪ OKACOM bank account opened in Gaborone ▪ Interim Secretariat requested first disbursement of funds for start-up phase from Sida and deposited into bank account. ▪ Introduced financial management system to newly hired Executive Secretary ▪ Handing over of system to be done in February 2008 when FMS is hired for OKACOM and can be trained by KPMG ▪ Software (PASTEL) to be procured and installed on OKACOM Secretariat computer system in February 2008.
<p>Work Plan Milestone: Hand over and orientation for Executive Secretary (Target: March 31, 2008)</p>	<ul style="list-style-type: none"> ▪ The Executive Secretary has been recruited and started work on December 4th. During the transitional period, the Interim Secretariat continued to provide assistance to the Secretariat and OKACOM. OKACOM/Botswana, consistent with the recommendations of the USAID Mid-term Evaluation, has requested a “mentoring” role for the Interim Secretariat during the Secretariat’s first year of development.
<p>Work Plan Milestone: Hire Communication and Outreach Specialist (Target: February 15, 2008)</p>	<ul style="list-style-type: none"> ▪ To be completed in next reporting period.
<p>Work Plan Milestone: Prepare and handover Secretariat Operations Handbook</p>	<ul style="list-style-type: none"> ▪ To be addressed next quarter, once Executive Secretary in Maun and Secretariat Start-up Phase is operational.

(Target: December 15, 2007)	
Work Plan Milestone: Prepare guidelines and lessons learned for establishment of both Interim and Permanent Secretariats (Target: February 15, 2008)	<ul style="list-style-type: none"> ▪ Terms of Reference to be completed in early January, approved by SADC and consultants hired by March 2008. ▪ Final draft from this activity will be presented to the Water Sector Reference Group in May 2008.
Provide Interim Secretariat Services	
<p>Work Plan Milestone: Provide Interim Secretariat Services to OKACOM. (Target: June 30 , 2008)</p> <p>Last Quarter Milestone: Organize OBSC and Task Force meetings during quarter and assist EPSMO with PSC and Tripartite Review Meeting.</p>	<ul style="list-style-type: none"> ▪ Facilitated the constitution of the Institutional Task Force and the Biodiversity Task Force. ▪ Provided logistical, technical and administrative support for the TPR/PSC meeting for the GEF/EPSMO Project, the OBSC Extra-Ordinary Meeting and the OKACOM Tasks Force meetings that took place in Windhoek, Namibia during the month of October and early November, 2007. ▪ Produced and disseminated minutes from these TPR/PSC meeting for the GEF/EPSMO Project, the OBSC Extra-Ordinary Meeting and the OKACOM Tasks Force meetings.
<p>Work Plan Milestone: Provide Interim Secretariat Services to OKACOM</p> <p>Last Quarter Milestone: Provide Interim Secretariat Services to OKACOM</p>	<ul style="list-style-type: none"> ▪ Produced the draft terms of reference for the recruitment of finance and communication specialists ▪ Restructured the ISS database ▪ Completed the enhancement of the new version of the OKACOM website. ▪ The filing system for the Secretariat was completed by consultant. ▪ Procedures and Personnel Policy Handbook to be completed by Executive Secretary instead of Interim Secretariat.
Support Improved Communications Systems	
<p>Work Plan Milestone: Work with OBSC to prepare a proposal for a collaborative and coordinated strategy for use by the Secretariat to prepare a framework for communication and public outreach. (Target: June 30 , 2008)</p> <p>Last Quarter Milestone: None planned</p>	<ul style="list-style-type: none"> ▪ Work to commence on this next quarter
<p>Work Plan Milestone: With OBSC Co-chairs produce guidelines for communications among Commissioners and OBSC Members. (Target: August 31st , 2008)</p> <p>Last Quarter Milestone: None planned</p>	<ul style="list-style-type: none"> ▪ Proposal to be presented with OKACOM Executive Secretary at next OBSC meeting in May 2008.
<p>Work Plan Milestone: Establish Communication Outreach Network in Maun. (Target: March 22, 2008)</p> <p>Last Quarter Milestone: None planned</p>	<ul style="list-style-type: none"> ▪ Being discussed with OKACOM Secretariat, as to integrate with OKACOM communication strategy.
<p>Work Plan Milestone: Refine and produce an approved glossary of terms relevant to integrated river basin management in English and Portuguese (Target: March 31, 2008)</p> <p>Last Quarter Milestone: None planned</p>	<ul style="list-style-type: none"> ▪ To be addressed next quarter

<p>Work Plan Milestone: Facilitate fora for OKACOM-national agency interaction. (Target: April 2008)</p> <p>Last Quarter Milestone: Facilitate breakfast meeting with Ministers in Botswana, under Ministry of Environment, Wildlife, and Tourism (MEWT)</p>	<ul style="list-style-type: none"> ▪ Environmental forum for DEA postponed until January. Discussions with Secretariat to assist in coordinating.
Strengthen and Develop Capacity	
<p>Work Plan Milestone: Establish institutional task force. (Target: November 30, 2007)</p> <p>Last Quarter Milestone: Institutional Task Force established, draft TOR prepared and approved by Task Force.</p>	<ul style="list-style-type: none"> ▪ Draft TOR were prepared and presented to Task Force at OBSC meetings held in Windhoek in October. ▪ Institutional Task Force requested TOR be revised for presentation at next OKACOM meeting in May.
<p>Work Plan Milestone: Assist OKACOM, through the Institutional Task Force, finalize a Strategic Work Plan for the Commission. (Target: March 31, 2008)</p> <p>Last Quarter Milestone: Detailed Strategic Work Plan, with budget, completed and approved by the Institutional Taskforce.</p>	<ul style="list-style-type: none"> ▪ The Institutional Task Force met in October and recommended its Terms of Reference (TOR) be revised. The Institutional Task Force will revise its TOR and present at the next OKACOM meeting in May. Consultant for the Strategic Action Plan will be recruited and draft to be prepared for Institutional Task Force review.
<p>Work Plan Milestone: Organizational communication and coordination network prepared and approved by OKACOM, that considers and utilizes relevant institutions, such as National Coordination Units (NCUs), the Basin Wide Forum (BWF), and local governments. (Target: March 31, 2008)</p> <p>Last Quarter Milestone: None planned</p>	<ul style="list-style-type: none"> ▪ This milestone is to be addressed by the Institutional Task Force, once TOR have been approved and the Task Force is fully operational. ▪ To be completed in Third Quarter of Project Year 4.
<p>Work Plan Milestone: Clarify skills enhancement opportunities in the region and internationally consistent with skills enhancement needs and roles and functions arising from the OKACOM Strategic Work Plan. (Target: March 31, 2008)</p> <p>Last Quarter Milestone: None planned</p>	<ul style="list-style-type: none"> ▪ To be addressed next quarter
<p>Work Plan Milestone: Prepare skills enhancement action plan for OKACOM, using its various organs, such as OBSC, and integrate with Strategic Work Plan. (Target: March 31, 2008)</p> <p>Last Quarter Milestone: None planned</p>	<ul style="list-style-type: none"> ▪ To be addressed next quarter
<p>Work Plan Milestone: Prepare and support targeted and appropriate capacity strengthening events. (Target: On-going)</p> <p>Last Quarter Milestone: None planned</p>	<ul style="list-style-type: none"> ▪ To be completed in next quarter.

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COMPONENT 2	
Milestones	Status
Improve hydrometric network in the basin	
<p>Work Plan Milestone: Hold meeting of OKACOM Hydrologic Data Task Force, Angolan delegation present data collected to-date to OKACOM. (Target: November 2007)</p> <p>Last Quarter Milestone: Same as Work Plan Milestone</p>	<ul style="list-style-type: none"> ▪ The OKACOM Hydrologic Data Task Force meeting was held in Namibia during the end of October and beginning of November 2007 and Angolan delegation presented data collected to the OBSC and other Task Forces
<p>Work Plan Milestone: Design Phase II hydromet installations, determine specifications, determine civil works requirements and procure (in accordance with assessment of Phase I operations) equipment (Target: December 2007)</p> <p>Last Quarter Milestone: Same as Work Plan Milestone</p>	<ul style="list-style-type: none"> ▪ Facilitated the visit of the Angola National Director of Hydrology to Menongue to collect data from the stations. ▪ Senior Hydrologist presented data analyzed for Angola at Hydrology and Information Task Force and OBSC meetings in early November 2007. ▪ OBSC, EPSMO and USAID approved Phase II hydromet program and advised coordinated assessment trip to Kuando Kubango Province in early January 2008.
<p>Work Plan Milestone: Conduct on-the-job training of Angolan hydrometric technicians in Botswana on River Gauging techniques. (Target: February 2008)</p> <p>Last Quarter Milestone: None planned</p>	<ul style="list-style-type: none"> ▪ Design and implementation of this activity will occur next quarter
<p>Work Plan Milestone: Facilitate OKACOM's review and approval of Hydrologic Data Task Force-recommended protocols for storing, sharing and dissemination of hydrologic information. (Target: May 2008)</p> <p>Last Quarter Milestone: None planned</p>	<ul style="list-style-type: none"> ▪ At Hydrologic Data Task Force and OBSC meetings held in November 2007, it was decided that EPSMO would draft protocols for data sharing and present these at the next OBSC and OKACOM meetings in May 2008.
<p>Work Plan Milestone: Complete civil works of Phase II hydromet installations, (Target: July 2008)</p> <p>Last Quarter Milestone: None planned</p>	<ul style="list-style-type: none"> ▪ Dependent on results of field assessment and cost-sharing arrangements between EPSMO and IRBM.
<p>Work Plan Milestone: Procure and install monitoring equipment for Phase II hydromet installations. (Target: August 2008)</p> <p>Last Quarter Milestone: None planned</p>	<ul style="list-style-type: none"> ▪ Dependent on results of field assessment and cost-sharing arrangements between EPSMO and IRBM.
Identify and assess ecologically sensitive areas in the upper basin	
<p>Work Plan Milestone: Analyze data from dry-season aerial survey of mammals in the Mucusso Reserve. (Target: November 2007)</p> <p>Last Quarter Milestone: Same as Work Plan Milestone</p>	<ul style="list-style-type: none"> ▪ Collection and review of data from ground surveys in South East Angola completed and incorporated it into the Mucusso GIS Database. ▪ Conducted an assessment of fires in the Mucusso Reserve that have occurred through the dry season of 2007. ▪ Informal interviews on mammals in the Northern

	Section of the Cuito River within the Mucusso Coutada were completed.
<p>Work Plan Milestone: Hold meeting of Biodiversity Implementation Committee to review field data and establish a framework for the Mucusso Management Plan. (Target: November 2007)</p> <p>Last Quarter Milestone: Same as Work Plan Milestone.</p>	<ul style="list-style-type: none"> ▪ Draft interview guidelines have been produced for local technical team to assess community members' use of natural resources: conducted trial interviews, reviewed and refined interview approach. ▪ Completed consultations with communities along the Kubango River regarding their experiences with elephant intrusion into cropland as part of ensuring their input into the management planning of the Reserve. ▪ A draft framework for a Management Plan of Mucusso Reserve has been produced.
<p>Work Plan Milestone: Launch OKACOM Biodiversity Task Force with first meeting, refinement of terms of reference. (Target: November 2007)</p> <p>Last Quarter Milestone: Same as Work Plan Milestone.</p>	<ul style="list-style-type: none"> ▪ Terms of reference for the Biological Task Force were finalized. ▪ The Biodiversity Task Force was established and held its first meeting in Namibia during the end of October and beginning of November 2007 where it adopted its terms of reference.
<p>Work Plan Milestone: Integrate vegetation field work into imagery, and prepare polygons for draft vegetation cover map. (Target: December 2007)</p> <p>Last Quarter Milestone: Same as Work Plan Milestone.</p>	<ul style="list-style-type: none"> ▪ Conducted vegetation transects and vegetation cover assessments along the Cuito River area. ▪ Completed the first rendition of two land cover maps for the Mucusso Reserve using vegetation transects data collected through 2007 as well as satellite imagery. ▪ Prepared in partnership with the Harry Oppenheimer Okavango Research Centre (HOORC) a basic, historical land cover map of Mucusso Reserve ▪ Published <i>Guide to Select Trees of Kuando Kubango</i>, a field guide for practitioners which provided information on tree identification, characteristics and uses.
<p>Work Plan Milestone: Initiate elephant pepper demonstration plots in communities along the Kubango (Kavango) River in Angola, advised by regional experience. (Target: December 2007)</p> <p>Last Quarter Milestone: Same as Work Plan Milestone.</p>	<ul style="list-style-type: none"> ▪ Identified community members from villages along the Kubango River to be trained in methodologies for mitigation of human-elephant conflict, and serve as mobilizers in village planning under participatory management planning process scheduled for early 2008.
<p>Work Plan Milestone: Hold workshop towards establishing a framework for community consultations on KAZA. (Target: December 2007)</p> <p>Last Quarter Milestone: Same as Work Plan Milestone.</p>	<ul style="list-style-type: none"> ▪ KAZA Technical Working Group yet to approve consultation proposal from ARD. Workshop to be conducted in next quarter, in collaboration with KAZA Secretariat.
<p>Work Plan Milestone: Construct Kubango community environmental center. (Target: January 2008)</p> <p>Last Quarter Milestone: Preparatory steps being completed.</p>	<ul style="list-style-type: none"> ▪ Scheduled for completion by target date.
<p>Work Plan Milestone: Conduct field assessments to establish a process for consultative land use and management planning. (Target: February 2008)</p> <p>Last Quarter Milestone: Preparatory steps being completed.</p>	<ul style="list-style-type: none"> ▪ Scheduled for completion by target date.
<p>Work Plan Milestone: Distribute draft vegetation cover map. (Target: February 2008)</p>	<ul style="list-style-type: none"> ▪ Scheduled for completion by target date.

Last Quarter Milestone: Preparatory steps being completed.	
Work Plan Milestone: Conduct exchange visit of environmental technicians and leaders from the Mucusso Reserve area to Namibian conservancies. (Target: March 2008) Last Quarter Milestone: Preparatory steps being completed.	<ul style="list-style-type: none"> ▪ Scheduled for completion by target date.
Work Plan Milestone: Conduct consultations with stakeholders of the Mucusso Reserve toward land use and management planning. (Target: April 2008) Last Quarter Milestone: Preparatory steps being completed.	<ul style="list-style-type: none"> ▪ Scheduled for completion by target date.
Work Plan Milestone: Refine identification of management zones in the Mucusso Reserve based on vegetative cover, biodiversity significance, demography and appropriate use. (Target: May 2008) Last Quarter Milestone: Preparatory steps being completed.	<ul style="list-style-type: none"> ▪ Scheduled for completion by target date.
Work Plan Milestone: Identify biologically important areas in Kuando Kubango through remote sensing interpretation and analysis of existing data on biota, water bodies, human use and infrastructure. (Target: July 2008) Last Quarter Milestone: Preparatory steps being completed.	<ul style="list-style-type: none"> ▪ Scheduled for completion by target date.
Work Plan Milestone: Complete draft of a flexible management plan for the Mucusso Reserve. (Target: August 2008) Last Quarter Milestone: Preparatory steps being completed.	<ul style="list-style-type: none"> ▪ Scheduled for completion by target date.
Work Plan Milestone: Draft recommended guidelines for Angola protected areas planning. (Target: August 2008) Last Quarter Milestone: Preparatory steps being completed.	<ul style="list-style-type: none"> ▪ Scheduled for completion by target date.
Develop metadata and associated protocols for data management and sharing	
Work Plan Milestone: Prepare protocols regulating quality of data to be entered into Metadata hub. (Target: March 2008) Last Quarter Milestone: Preparatory steps being completed.	<ul style="list-style-type: none"> ▪ Scheduled for completion by target date.
Work Plan Milestone: Ensure availability of Okavango Metadata through OKACOM website. (Target: April 2008) Last Quarter Milestone: Preparatory steps being completed.	<ul style="list-style-type: none"> ▪ Scheduled for completion by target date.
Work Plan Milestone: Acquire OKACOM agreement to provide a link to this meta data through the OKACOM website. Upload metadata to	<ul style="list-style-type: none"> ▪ Scheduled for completion by target date.

OKACOM website. (Target: May 2008) Last Quarter Milestone: Preparatory steps being completed.	
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COMPONENT 3	
Milestones	Status
Hand over and sustain community-based demonstration projects	
Work Plan Milestone: Hand over community projects in Kangamba-Lumeta (LUKA), Ndumbo, Bairro Azul, and Pandera. (Target: November 2007)	<ul style="list-style-type: none"> ▪ Completed with Governor of Kuando Kubango Province in December.
Work Plan Milestone: Design and implement alternative charcoal producing in Ndumbo (Target: May 15, 2008)	<ul style="list-style-type: none"> ▪ Scheduled to be completed by target date.
Work Plan Milestone: Prepare municipal solid waste management plan (Target: February 28, 2008)	<ul style="list-style-type: none"> ▪ Consultant identified and scheduled to be completed by end of April 2008.
Promote lessons learned in community based natural resource management	
Work Plan Milestone: Prepare final report for Component 3 that document lesson learned from community-based projects in Angola and integrate with lessons from CBNRM in Botswana and Community Trusts in Namibia. (Target: December 15, 2007)	<ul style="list-style-type: none"> ▪ Completed on schedule. Chief of Party reviewing report for submission to USAID.
Establishment of resource center in Menongue	
Work Plan Milestone: Establish resource centre in Menongue with help of the Reference Group and ACADIR. (Target: December 31, 2007)	<ul style="list-style-type: none"> ▪ Design completed by consultant in November. Discussions ongoing with ACADIR for installation.

NON-PRESENCE COUNTRIES, CROSS-CUTTING THEMES AND SUPPORT TO SADC	
Milestones	Status

Provide support to KAZA initiative	
<p>Work Plan Milestone: Conduct workshop for specialists to prepare demonstration approach (Target: November 2007)</p> <p>Last Quarter Milestone: Same</p>	<ul style="list-style-type: none"> ▪ Delay in implementation due to late meeting of KAZA Technical Working Group and their approval of ARD proposed approach. Workshop now scheduled for February/March 2008.
<p>Work Plan Milestone: Demonstrate consultation approach in two areas of KAZA (Target: February 2008)</p> <p>Last Quarter Milestone: Previous Milestone</p>	<ul style="list-style-type: none"> ▪ To be scheduled at workshop and anticipated to be completed in May 2008.
<p>Last Quarter Milestone: Prepare final guidelines and framework for participation and consultation and submit to Interim KAZA Secretariat (Target: April 2008)</p> <p>Last Quarter Milestone: Previous Milestone</p>	<ul style="list-style-type: none"> ▪ Anticipated to be completed in June 2008.
Develop institutional framework to manage Tropical Conservation Act Fund in Botswana	
<p>Work Plan Milestone: Finalize registration of TFCA board under Registrar of Companies (Target: October 15, 2007)</p>	<ul style="list-style-type: none"> ▪ Registered and license will be issued in January 2008.
<p>Work Plan Milestone: Design administrative support systems (Target: November 30, 2007)</p>	<ul style="list-style-type: none"> ▪ Delayed due to the Board not being established. Expected in first quarter of 2008.
<p>Work Plan Milestone: Prepare selection process, recruit and hire the CEO for the company (Target: March 5, 2008)</p>	<ul style="list-style-type: none"> ▪ Scheduled to be completed by target date.
Support to the SADC Water Division	
<p>Work Plan Milestone: Support the second RBO Workshop. (Target: March 5, 2008)</p>	<ul style="list-style-type: none"> ▪ To be conducted on March 11-12, 2008. Planning started with Planning Steering Committee.
<p>Work Plan Milestone: Produce a set of guidelines for the implementation of the SADC Protocol on Shared Watercourse. (Target: March 5, 2008)</p>	<ul style="list-style-type: none"> ▪ Consultancies arising out of last RBO workshop divided between GTZ and USAID. USAID to complete RBO 5.3, 5.4, 7.1, and 9.1 on benefits sharing, establishment of secretariats, financing RBOs, and monitoring institutional development. ▪ Scheduled to be completed by the next Water Sector Reference Group meeting in May 2008.
<p>Work Plan Milestone: Produce framework and guidelines for establishing RBOs. (Target: March 5, 2008)</p>	<ul style="list-style-type: none"> ▪ Consultancies arising out of last RBO workshop divided between GTZ and USAID. USAID to complete RBO 5.3, 5.4, 7.1, and 9.1 on benefits sharing, establishment of secretariats, financing RBOs, and monitoring institutional development.
<p>Work Plan Milestone: Produce a report setting out the experiences of selected existing RBOs in establishing secretariats. (Target: March 5, 2008)</p>	<ul style="list-style-type: none"> ▪ Consultancies arising out of last RBO workshop divided between GTZ and USAID. USAID to complete RBO 5.3, 5.4, 7.1, and 9.1 on benefits sharing, establishment of secretariats, financing RBOs, and monitoring institutional development.

MAJOR ACTIONS/EXPECTED RESULTS NEXT PERIOD (1 January 08— 31st March 08):

COMPONENT 1:

- Finish renovations of office in Maun – assist OKACOM to refurbish office, install communications system, and connect utilities
- Launch the OKACOM Secretariat Office
- Facilitate the formal launch of the OKACOM website and maintain and update OKACOM website
- Hand over operations and provide orientation for Executive Secretary
- Assist Executive Secretary hire Communication and Outreach Specialist
- Prepare guidelines and lessons learned for establishment of both Interim and Permanent Secretariats
- Develop a document archive for the Permanent Secretariat. Develop and implement a system to archive documents related to OKACOM and OKACOM meetings. Finish archiving for Namibia OKACOM. Offer and start archiving for Angola and Botswana.
- Establish Communication Outreach Network in Maun
- Refine and produce an approved glossary of terms relevant to integrated river basin management in English and Portuguese
- Facilitate fora for OKACOM-national agency interaction
- Assist OKACOM, through the Institutional Taskforce, finalize a Strategic Work Plan for the Commission
- Clarify skills enhancement opportunities in the region and internationally consistent with skills enhancement needs and roles and functions arising from the OKACOM Strategic Work Plan
- Prepare skills enhancement action plan for OKACOM, using its various organs, such as OBSC, and integrate with Strategic Work Plan

COMPONENT 2

Hydrological Monitoring and Information Management:

- Conduct on-the-job training of Angolan hydrometric technicians in Botswana on River Gauging techniques
- With EPSMO, conduct assessment of existing Phase II stations, and prepare strategy and budget for rehabilitation.
- Order equipment for hydromet, Phase II.

Assessment of Biologically Important Areas:

- Conduct training of local community members in elephant conflict mitigation using chili pepper
- Revise and refine draft management plan framework for Mucusso Reserve
- Complete the construction of Kavango communities environmental center
- Conduct follow-up surveys on bush meat use and historical mammal presence with respect to target species of mammals, including lion and rhino
- Conduct field work to acquire locally used place names and geographic location of additional areas within the Mucusso Reserve
- Conduct field assessments to establish a process for consultative land use and management planning
- Distribute draft vegetation cover map
- Conduct exchange visit of environmental technicians and leaders from the Mucusso Reserve area to Namibian conservancies

Develop metadata and associated protocols for data management and sharing

- Prepare protocols regulating quality of data to be entered into Metadata hub

Non-Presence Country Support Activities and Special Projects

- Ensure the completion of the registration of Company for the TFCA for Botswana and hold first Board meeting.
- Design administrative support systems for implementation of the TFCA and fund management
- Prepare selection process, recruit and hire the CEO for the TFCA company
- Demonstrate consultation approach in two areas of KAZA
- Establish Communications and Outreach Committee and hold first meeting for KAZA activities.
- Support the second RBO Workshop
- Produce a report setting out the experiences of selected existing RBOs in establishing secretariats

UPCOMING EVENTS CALENDAR

The major events scheduled for the next quarter:

JANUARY –MARCH 2008	
The OKACOM Secretariat Launch in Maun	2 February
Elephant Pepper Training	February 2008
2 nd SADC RBO Workshop	11-12 March

This calendar of events will be updated monthly on the IRBM website: www.irbm.co.bw

DOCUMENTS PRODUCED DURING THE PERIOD

The following documents were produced during the period:

1. Curtis, B.A. and Mannheimer, C.A., ***Field Guide to Select Trees of Kuando Kubango***, USAID Southern Africa, through the Okavango Integrated River Basin Management Project (IRBM) and US Department of Agriculture, Forest Service, 2007. (ISBN: 978 99912-0-685-1)
2. Molefi, Tracy, ***Promoting Local Governance in Managing Natural Resources in Kuando-Kubango Province of Angola: A demonstration approach for a regional river basin institution***. USAID Southern Africa, through the Okavango Integrated River Basin Management Project (IRBM), December 2007 (DRAFT Document)
3. Quintino, Serafim, ***Design of Resource Center for Menongue, Kuando Kubango, Angola***. USAID Southern Africa, through the Okavango Integrated River Basin Management Project (IRBM), November 2007.

TRAINING CONDUCTED DURING PERIOD

No training events were conducted during this reporting period.